

Civano I: Neighborhood I Association, Inc.
Resolution #09-01
Rotunda Steering Committee

WHEREAS, Article 11, Section 11.1 – of the Association CC & R's grants the Association the right and power necessary for the reasonable administration of the affairs of the Association in order to effectuate all of the objectives and purposes of the Association and which are contained in the Specific Plan; and

WHEREAS, on February 24, 2009 the Civano I, Neighborhood I Association was deeded the adobe building commonly known as the Rotunda located in the Civano 1 Neighborhood Center as a common area amenity; and

WHEREAS, the Civano 1, Neighborhood 1 Board of Directors desires to establish a committee to oversee the ongoing operation and upkeep of the building;

NOW THEREFORE, BE IT RESOLVED THAT a standing Rotunda Steering Committee is established, having the following terms of reference:

RESPONSIBILITY

The primary responsibility of this Committee is to advise and assist in maintaining the Rotunda and insuring the facility is used to benefit the Civano I, Neighborhood I community.

In fulfilling its responsibility, the Rotunda Steering Committee performs functions, which include, but are not necessarily limited to the following:

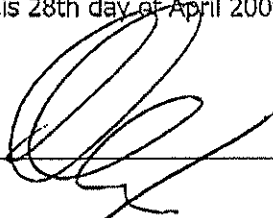
1. Develop and propose regulations for the operation of and the community's use of the building.
2. Identify all major and minor repair needs for the building.
3. Prepare and solicit bids for building repairs and maintenance. When applicable, the committee is authorized to award work without prior Board approval in amounts up to but not exceeding \$2,000 per occurrence. All such awards of work shall be reported to the Board of Directors at the next regularly scheduled Board meeting.
4. Maintain, with the help of the community's management company, a log of all repairs, maintenance, and operational changes completed on or for the facility.
5. Regularly monitor the security of the building, including the system(s) used to gain access and any other security devices installed.
6. Dispose of any unneeded, unwanted, or duplicated items by either direct sales to benefit the Civano 1, Neighborhood I Association or by donation to the Civano Community School, the Civano Neighbors Aging in Community Working Group, or other charitable organizations.
7. Review, discuss and report any problems, concerns or recommendations made by residents.
8. Provide regular reports on the facility to the Board of Directors.
9. Perform these and other functions as directed by the Board of Directors.

MEMBERSHIP AND MEETINGS

The Review Committee shall be composed of not less than three (3) or more than seven (7) members, and one (1) alternate. No more than three (3) members of the committee shall be members of the Board of Directors. The Committee shall meet when necessary to perform its duties, but in any case shall meet as often as necessary to complete its assigned responsibilities.

Confirmed this 28th day of April 2009 at a meeting of the Board of Directors.

Signed by:



_____, President Les Shipley